

## VOLUNTEER SERVICE, IOWA COMMISSION ON[817]

### Notice of Intended Action

**Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”**

**Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.**

Pursuant to the authority of 2016 Iowa Acts, House File 2460, section 91(1b), Iowa Code chapter 15H and section 17A.3, the Iowa Commission on Volunteer Service hereby gives Notice of Intended Action to adopt Chapter 12, “RefugeeRISE AmeriCorps,” Iowa Administrative Code.

Chapter 12 establishes a Refugee Rebuild, Integrate, Serve, Empower (RefugeeRISE) AmeriCorps program to increase community integration and engagement for diverse refugee communities in rural and urban areas across the state. The chapter will support AmeriCorps program member recruitment and training to improve the economic well-being and health of economically disadvantaged refugees in local communities across Iowa.

Public comments concerning this chapter will be accepted until 4:30 p.m. on July 26, 2016. Interested parties may direct written materials to Iowa Commission on Volunteer Service, 200 East Grand Avenue, Des Moines, Iowa 50309; or send them by e-mail to [americorps@iowa.gov](mailto:americorps@iowa.gov). Persons who wish to convey their views orally should contact the Iowa Commission on Volunteer Service Executive Director at (800)308-5987.

A public hearing will be held in the Central First Floor Conference Room of the Economic Development Authority, 200 East Grand Avenue, Des Moines, Iowa, on July 26, 2016, at 10 a.m. At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the rules. Any persons who intend to attend the public hearing and require accommodations to do so should contact the Iowa Commission on Volunteer Service and advise of specific needs.

These rules are not subject to waiver.

After analysis and review, the fiscal impact of these rules is \$300,000 of state funding appropriated to the Department of Human Services and transferred to the Economic Development Authority for the Iowa Commission on Volunteer Service.

The analysis of impact on jobs indicates that these rules will create approximately 22 positions.

These rules are intended to implement 2016 Iowa Acts, House File 2460, sections 90 and 91.

The following amendment is proposed.

Adopt the following **new** 817—Chapter 12:

### CHAPTER 12 REFUGEERISE AMERICORPS

**817—12.1(15H) Purpose and description of the program.** The purpose of the RefugeeRISE AmeriCorps program is to provide RefugeeRISE AmeriCorps members with training and support to increase community integration and engagement for diverse refugee communities. Awarded on a competitive basis, RefugeeRISE grants will give support to AmeriCorps programs in Iowa utilizing AmeriCorps funds awarded by the commission, other funds received in the community programs account established pursuant to Iowa Code section 15H.7, or both.

**817—12.2(15H) Applications.** Appropriate forms and applications for grants and eligibility preapproval are available from the commission at [www.volunteeriowa.org](http://www.volunteeriowa.org).

**817—12.3(15H) Program eligibility criteria.** The commission and department of human services will establish criteria consistent with state-level needs and federal program requirements. Any program deemed eligible for inclusion as a RefugeeRISE AmeriCorps program must meet the standards outlined by the commission and the department in the application instructions. Refugee-focused AmeriCorps programs that applied for AmeriCorps funding for program year 2016-2017 will be considered conditionally eligible for fiscal year 2017 in order to provide adequate time for criteria to be established. In subsequent years, all applicants that wish to be considered as RefugeeRISE AmeriCorps programs shall be considered as part of the AmeriCorps grant process.

**817—12.4(15H) Grant criteria.** Beginning with the 2017-2018 program year applications, the commission will establish grant criteria and funding priorities consistent with federal regulations and with commission and department of human services goals. Applicants will be considered either in conjunction with the AmeriCorps grant process or, in certain cases, through special competitions outlined and announced by the commission. At a minimum, grant criteria will include the following:

1. Goals and objectives of the project;
2. Qualifications of the applicant to manage funds;
3. For new and recompeting applicants, letters of local support verifying coordination and community cooperation;
4. Total project budget;
5. For previous grantees, evidence of ability to submit timely and accurate reports;
6. Description and time line of planned activities;
7. Description of the applicant organization, including staffing pattern;
8. Documentation of the applicant's ability to provide the required local match; and
9. Program performance and evaluation results and outcomes.

**817—12.5(15H) Application process for new grants.**

**12.5(1) Request for applications.** The commission shall issue a request for applications containing program criteria and application forms for the applicable fiscal year.

**12.5(2) Application time frame.** The applicant shall submit the completed application to the commission according to the time line identified in the request for applications.

**12.5(3) Application review process.** Applications submitted will be reviewed by a grant review committee, which is composed of members of the commission, individuals with expertise in youth programming, and citizens of Iowa. Using the criteria in rule 817—12.4(15H), the committee will review the applications to determine the appropriateness and the merit of the project.

**12.5(4) Notification.** Applicants whose projects have been selected for funding shall be notified by the commission.

**817—12.6(15H) Administration of grants.**

**12.6(1) Contracts.** The commission shall prepare contractual agreements for the grants.

*a.* The contract shall be executed by the executive director of the commission and the duly authorized official of the project.

*b.* The contract shall include due dates and the process for the submission of progress reports and financial reports.

**12.6(2) Reporting.** All grant recipients shall submit progress reports and financial reports to the commission.

**12.6(3) Availability of funds.** A separate request for applications will only be issued when there are available funds for this program. To the extent allowable by federal regulations, RefugeeRISE AmeriCorps will always be an acceptable program model for annual AmeriCorps grants and will be listed in the annual AmeriCorps program request for applications.

**817—12.7(15H) Reversion of funds.** Grant funds not expended by the project closeout date shall revert to the commission and the community programs account established pursuant to Iowa Code section 15H.7.

These rules are intended to implement 2016 Iowa Acts, House File 2460, sections 90 and 91.